

CITY OF MANISTEE PEG COMMISSION

MEETING MINUTES

March 11, 2013

A meeting of the City of Manistee PEG Commission was held on Monday, March 11, 2013 at 6:30 p.m. at the Manistee High School conference room, 525 Twelfth Street, Manistee Michigan. Meeting was called to order by Vice-Chair Kathy Ervin, followed by the Pledge of Allegiance.

PRESENT: Kathy Ervin, Barry Lind, Dale Kolanowski, Dean Kruse, Alan Marshall

ABSENT: Mark Sandstedt and Dan Wrzesinski.

ALSO PRESENT: Keith Brown – MPA Executive Director, Michelle Wright – City Clerk and Eric – Manistee News Advocate.

APPROVAL OF AGENDA. Ervin asked that an item under New Business be added to consider showing appreciation to our volunteers. Marshall also asked that consideration of monthly meetings be added. MOTION by Kruse, second by Kolanowski to approve the agenda with the additions requested. All in favor.

APPROVAL OF MINUTES. MOTION by Marshall, second by Kruse that the minutes from the January 14, 2013 meeting be approved. All in favor.

CITIZEN COMMENT. None received.

EXECUTIVE DIRECTOR REPORT. Brown reviewed the February MPA-TV Monthly Report. Questions were asked about the current budget and the proposed 2013/2014 budget submitted to the City. It was noted that Filer Township agreed to increase their allocation by \$500. A \$300 anonymous donation for PEG was received by Filer Township also. Lind asked where the outside shows were solicited from. Question was also raised about spending limits – how much could the executive director spend without formal approval of the Commission. The spending limit is \$500 which was approved by the Commission several years ago (not included in the bylaws).

MOTION by Lind, second by Kruse to renew the monthly spending limit of the executive director to \$500. All in favor.

More questions were asked regarding the budget, franchise fees, and fund balance. Wright will provide financial reports to the Commission prior to upcoming meetings.

UNFINISHED BUSINESS.

Sell of Old Ultra Nexus Equipment. Brown stated that he was able to replace the fans and pull boards that were causing intermittence and shut downs. Cost was around \$300. He thinks the equipment could be sold for approximately \$5,000. Discussion followed regarding surplus equipment.

MOTION by Kruse, second by Kolanowski to authorize Brown to sell the old Ultra Nexus system. Concerns were raised regarding the value of the system, don't sell too low. AMENDED MOTION by Kruse, second by Marshall to sell the old Ultra Nexus system for \$5,000 or more. All in favor. Brown will report back on the sale at the next meeting.

NEW BUSINESS.

Annual Bylaw Review. Copies of the current Bylaws had been e-mailed to members for their review. Wright stated that the wording in Section 3.1 Membership needed to be updated to reflect the wording in the ordinance revision done last year, specifically to include... *"Up to two members may be appointed by Charter Township of Filer and that all other members shall be Manistee County residents and appointed by City Council."*

MOTION by Kruse, second by Marshall that Section 3.1 of the bylaws be amended as stated. All in favor.

Section 7 Meetings was discussed including: monthly meetings vs. bi-monthly meetings; should a provision on special meetings be added; should a section on committees be added. Consensus was not to change this section of the bylaws and make it too restrictive.

Wright stated that the Bylaw change will be presented again to the Commission at the next meeting. If approved, it would then go to City Council for their approval.

Volunteer Appreciation. Discussion was held regarding possible ways to recognize the volunteers that tape the meetings (gift cards, dinner with PEG board members). It was noted that the PEG Commission fund does not have money in their budget for this. Wright will check into the status of funds that were specifically budgeted for boards and commission appreciation to see if some of that would be available.

OTHER.

Wright stated that she has received comments several times about the sound quality on the videotaped meetings. It was stated that this is a long standing issue. Various solutions were discussed.

ADJOURN.

Motion to adjourn was made by Marshall, second by Kolanowski. Meeting adjourned at 7:34 p.m.

Respectfully submitted,

Michelle Wright MMC / CPFA, MiCPT
City Clerk/Deputy Treasurer

Next meeting will be held on Monday, May 13, 2013 at 6:30 p.m.